

Priest Elementary School School Organizational Team (SOT)

Meeting Minutes

November 2, 2017

Present: Pamela Hays, Loralie Cuff, Tierre Tenorio, Leighann Mainguy, Tara Schafer

Next meeting: TBD

I. Business Conducted

- Roll called verbally at 3:30, attendees listed above, 1 parent attended
- New Chair established:
 - Ms. Mainguy moved that Tierre Tenorio be selected as chair of 2017-2018 SOT
 - Ms. Schafer seconded
 - Vote unanimous in the affirmative
- New Secretary established:
 - Ms. Cuff volunteered to accept this position
 - Responsibilities include taking minutes, preparing all meeting agendas, and announcement of new meetings. Items to be submitted to Ms. Hays for posting on the school website.
- Meeting days/times discussed
 - To be set as convenient to a quorum of meeting members
 - Tuesdays or Thursdays at 3:30, depending on other calendar events
- Meeting Norms set
 - Informal motion made by Ms. Mainguy and seconded by Ms. Tenorio
 - Voting verbally unanimous
 - Votes to be verbal and recorded by tally
 - Items to require votes include, but are not limited to, hiring, budgeting, transfer of responsibilities, special education programs, and/or items that may impact the school as a whole
 - Respect is self-evident in members and does not require delineation
 - Consensus to be reached by open forum
- Public Comment/Forum Norms discussed
 - Public comment to be open at the end of business at each meeting as time allows
 - Each person limited to 2 minutes to comment
 - Additional comment to be accepted electronically within 24 hours of minutes being posted
 - Minutes to be posted within 24 hours of meeting on Priest Elementary website under the SOT tab
- SOT name to be changed in order to appeal to parents and increase participation
 - Ms. Tenorio moved to open discussion
 - Ms. Cuff seconded
 - Team agreed by unanimous verbal vote to advertise meetings as SOT/Parent Input Meeting
- Ms. Hays shared information regarding Nevada School Rating Report of Priest Elementary
 - Priest is a one-star, Rising Star, low performing school

- School goal is to improve student engagement through decreased absenteeism and increased participation in CCSD Climate Survey during conferences and upcoming PTA activities
- Meeting closed and members and guests dismissed at 4:20